

ANIMAL SERVICES CENTER ADVISORY BOARD

MINUTES OF

August 6, 2003

The City of Arlington Animal Services Center Advisory Board held a meeting on Wednesday, August 6, 2003 in the conference room of the Animal Services Center.

Board Members Attending:

Lisa Allen	Place 1
Jayne Cole	Place 2
Dr. Erin Miller	Place 3
Linda Yarbrough	Place 4
Lee Hitchcock	Place 5
Suzanne Berk	Place 7

Board Members Absent:

None

Staff Attending:

Mike Bass, Animal Services Manager

I. Call To Order

Chair, Linda Yarbrough, called the meeting to order at 12:00 p.m.

II: Approval of Minutes from meeting dated June 16, 2003

Minutes approved

III. Old Business

No old business presented

IV. Discussion of Agenda Items

- (a) Shelter Planning Update – Lee Hitchcock stated a preliminary draft assessment had been submitted by consultant, Bill Meade, of Shelter Planners of America. Two options were presented by the consultant. Plan A identified the construction of a new shelter and

Plan B identified the remodeling of the current shelter. Due to a funding gap of approximately \$500,000, as identified in Plan A, staff is developing a presentation for review by the Livable Neighborhoods Committee. Staff will be seeking guidance from the Committee on what direction staff should seek. Lee advised the Board that a timeline of specific goals and construction plan process has been developed in order to begin the process to seek approval of bond moneys next year.

- (b) Public Greeter – Mike Bass discussed a change in procedures regarding the acknowledgement of customers at the Center. As a result of recent complaints regarding immediate recognition, by staff, of an individual entering the Center, a “Greeter” function will be put into place. The “Greeter” will be tasked to immediately recognize and provide adoption, reclamation, or general information to customers. Staff will be scheduled on a rotating basis on Tuesday thru Friday. Due to staffing restrictions volunteers would be sought to assist with this function on Monday and Saturdays. Mike requested assistance from Board Members. John McDermott, stated he would seek assistance from UTA students.
- (c) Rescue Program Guidelines – Linda Yarbrough presented her concern for a growing trend of animal rescue organizations, in the North Texas area, that are becoming defunct for various reasons. Linda proposed that we revisit current procedures for the release of animals to rescue organizations. She proposed developing additional parameters to provide for the protection of the animals. Such parameters may include: 1) more stringent contracts, 2) home visits, 3) permitting and background checks, 4) provide identification badges to rescue organizations, 5) and limit and track outtake of animals. Currently the Humane Society of North Texas and the City of Bedford require home checks before entering into agreements with rescue organizations. Staff will seek opinion from the City Attorneys Office regarding the legality of home checks.
- (d) Update on Dog Park Planning – Mike Bass briefed the board members on the progress of the committee and stated they are currently seeking sponsorships and vendors for the event. A schedule of events and participants was currently being planned. The event is scheduled for October 11, 2003, at Lake Arlington. John McDermott stated a dog park would be better suited in high density population areas whereby it would better serve the users. He stated commercial developers might be persuaded to assist with the development of the park.
- (e) July 4th Parade Update – Mike Bass stated that Animal Services and Pet Rescue Society were very well received during the event. After the event one adoption was completed. Linda asked what could be done to attract more people to the mobile adoption unit, possibly offer free drinks, etc.

- (f) Mid-Year Adoption/Euthanasia Report – Mike Bass stated that 4,752 canines and felines have been impounded from October 1, 2002 to April 30, 2003. Of those 50% had been euthanized and 46% had been successfully placed into a home. In comparison to the previous fiscal year, animals placed this fiscal year has increased by 3%.
- (g) Announcements – None
- (h) Future Agenda Items – Dr. Erin Miller discussed the future dispersal, to adopters, a list of vets willing to provide a free examination and education to animal owners. Mike stated he was currently working on developing a list.

V. Discussion of Future Meeting Dates and Times
September 10, 2003

VI. Adjourn
The meeting adjourned at 1:30 p.m.